



Southern Maine Regional Water Council

**SOUTHERN MAINE REGIONAL WATER COUNCIL**  
**Meeting**  
**September 16, 2015**

**MINUTES**

**Convene Meeting:** President Labbe opened the meeting at 10:25 A.M. at the York Water District Offices, York, ME.

**Roll Call:** Present: *President Labbe – Kennebunk, Kennebunkport & Wells Water District*

*Secretary/ Treasurer Hodgdon – Kittery Water District*

*Director Crovo – Portland Water District*

*Director Lynch – York Water District*

Excused: *Vice-President Knowlton – Maine Water – Biddeford and Saco*

*Director Leach – South Berwick Water District*

*Director Parent – Sanford Water District*

Others Present: Keith Levasseur – District Engineer – Sanford Water District

Gordon Johnson – Engineer – Portland Water District

Don Neumann – Superintendent – York Water District

**Acceptance of Meeting Minutes of the Meeting of 6-2-2015:**

**Director Crovo motioned to approve the minutes of the 6-2-2015 meeting as written.**  
**Seconded by Director Lynch. Unanimously Approved.**

## Reports:

- **President's Report:**

1. President Labbe reported on a conversation and email he had with Norm Lamie from the DWP. Mr. Lamie confirmed that the Portland Water District can participate in the Grant project that the SMRWC is currently developing.
2. President Labbe advised he has been contacted by RCAP that they can provide free training on various water industry topics to the SMRWC members. President Labbe will respond to RCAP that we would be interested in participating in classes during the winter and early spring.

- **Secretary/Treasurer's Report:**

1. Secretary Hodgdon distributed the financial report showing our current bank balance of \$ 10,033.05. **Director Crovo motioned to approve the financial report. Seconded by Director Lynch. Unanimously Approved.**

- **Purchasing Co-Op Report:**

1. Director Lynch reported on a recent problem with one of our vendors. He has been in contact with the vendor and also legal counsel from the Portland Water District. The vendor has been removed from our supplier list for this year and will not be part of our RFP for this coming year.
2. Director Lynch will soon be requesting updated information from all chemical purchasing members in anticipation of developing the RFP for next year.

## Old Business:

- **Hydraulic Modeling Project:**

1. After discussion the following consensus/action items resulted from today's meeting:
  - This RFP will be sent to a select group of vendors that includes Wright-Pierce, Tata & Howard and Woodard & Curran.
  - A single vendor will be hired to perform all aspects of the studies for the members.
  - Each individual SMRWC Member will review the newly revised RFP that was updated today, along with their own individual scopes of services, and get comments back to President Labbe by September 25<sup>th</sup>. President Labbe will send out the revised document to the selected vendors by October 2<sup>nd</sup>.
  - A mandatory pre-proposal submission meeting will be required of all vendors. The meeting will begin with all members and the vendors meeting to discuss the regional portion of the study. Following that meeting the vendors will meet with each member individually to discuss their portion of the study. These meetings will be held at the KKWWD offices during mid-October. Date TBD.

- A Selection Committee comprised of a representative from each participating member will meet to review the submitted proposals and make a recommendation to the full Council.
- The Council is planning to make a decision on a vendor at its regular meeting in November. Date TBD.

**New Business:**

None

**Other Business:**

President Labbe reported on an article that was in the Seacoast Newspaper with statements indicating that a regional desalination plant should be considered as a method to ensure water supply for coastal N.H. and Southern coastal York County, Maine. The statement was from an elected official from Portsmouth, N.H. President Labbe will contact the Portsmouth City Manager to advise him of the SMRWC, our work relating to regional water supply and the implications of desalination.

**Next Meeting:**

The next meeting date is TBD.

**Adjournment:**

*President Labbe adjourned the meeting at 11:41 PM.*

*Respectfully submitted,*

*Guy Hodgdon*

*Guy Hodgdon, SMRWC Sec. /Treas.*